



Meeting Minutes – October 2, 2018
Time: 10 am – 12 pm
Location: Legislative Hall
411 Legislative Ave., Dover DE 19903

In attendance:

Javier G. Torrijos
Laura Gendreau
Givvel Marrero
Jose Irizarry
Rosa Colon-Kolacko
Mary Dupont
Jack Sanders

Absent:

Sonia Aguilar
Charito Calvachi-Mateyko
Maria Matos
Rosalia Velázquez
Patricia Rivera
Neil Kirschling
Brian Legum

Via phone:

Carlos de los Ramos

Public Attendance:

Dan Jackson
Margarita Maisterena

Food Bank of Delaware
Food Bank of Delaware

- I. A motion was made to approve the Sept. 18, 2018 meeting minutes. The corrections were noted as follows:
 - a. Add Maria Matos to the absentee list and add Mary Dupont participating via phone.
 - b. Approved dollars for the Hispanic Heritage Month for the Libraries is \$1,500.

The meeting minutes were approved unanimously with the noted changes. Carlos de los Ramos also reminded the members to make sure it is clear as to who is asking for funding/sponsorship when it comes to the DHC business.

II. Javier asked all the members and public to please sign in. Roll call was conducted by Laura Gendreau.

III. Margarita from the Food Bank of Delaware made a presentation to the Commission members on their services. She would like to establish contacts with the Latino Community. She is the new Latino coordinator for the Food Bank of Delaware. They have two locations, one in Milford and the other in Newark. The following programs are offered:

- a. Culinary school provides training for 14 weeks and offer internships. You become Serve Safe Certified after the training. The classes can be offered in both English and Spanish.
- b. Logic –this is a new program to train individuals in areas of logistic, operation, and general industrial certification. They are looking for new candidates for this new program.
- c. FAST - this program just started to help train individuals in farming and agricultural skills. Classes are in English and are held at the farm in Newark off of Lake Drive.

Jack Sanders stated that it would be good to create flyers to promote these programs in Spanish. Javier requested that this information be placed on the DHC website. Rosita asked that all of the information be translated to Spanish and requested that the workforce development classes be held in Spanish.

Food Bank of Delaware is interested in collaborating with the DHC to help service the Latino Community. Rosita invited Margarita to the Summit to participate in the women's conference breakout session.

Food Bank of Delaware also has mobile pantries and they come out to the communities. Mary Dupont stated that StandbyMe works with them to reach out to Latino families. The mobile pantry is open to everyone and no questions asked about citizenship. On April 4, 2018 there will be a workshop at the Chase Center and is geared for the community at large. It will be an all day event.

Contact information is as follows:

Dan Jackson
SNAP Outreach Coordinator
(302) 292-1305 ext 261
djackson@fbd.org

IV. Member status:

- a. Sonia Aguilar – will retire from DHC to take care of mother
- b. Rosalia Velasquez – resigned from the DHC
- c. Brian Legum – absent from meetings.

The members asked if a list of past members could be posted on the website and their contributions.

- V. Treasures report – Treasurer was not present and no report provided. Javier mentioned that the status of the DHC finances has not changed from the previous meeting. The following information was provided:
- a. The United Way of Delaware is holding the Delaware for Puerto Rico funds. The final dollars collected still needs to be provided by UWD.
 - b. Latino Summit has 30 sponsors to date and 23 exhibitors. A total of \$46,000 has been pledged in cash donations and \$33,700 in in-kind sponsorship. Ticket sales have been slow. Rosita stated she has been working with daughter at Dupont to promote the Summit. Laura asked everyone to reach out to their networks to promote the Summit and asked everyone to commit one hour a day to promote the Summit.
 - c. Outstanding invoices:
 - i. Rack Card for Summit – Promotion Zones
 - ii. USHCC – Givvel Marrero’s registration fee to attend Summit

VI. Old Business:

Latino Summit updates:

- i. DTC will provide free bus passes for those traveling from Georgetown and Dover to the Latino Summit. Javier provided a bus route map and schedule (see attached map).
- ii. Laura and Mary will be on the Wilmington TV station to promote the Summit.
- iii. In order to promote registration the members agreed to offer 5 free tickets to the current exhibitors. This will take effect this week and Laura will contact the exhibitors. Tickets must be given away by Oct. 8th. Other weekly promotions to encourage registration was recommended to be discussed at the Monday morning conference calls.
- iv. Mary Dupont will reach out to the business chambers to promote the Summit.
- v. Carlos will see if he can promote the Summit by sending out a press release that Ms. Pena will be a special guest speaker at the Summit.
- vi. Members recommended that we advertise the Summit on Delaware Online. They also asked that the Governor promote on social media.
- vii. The Latino Summit agenda was provided to all of the members. AARP speaker, Ms. Pena, will be added to the agenda as a speaker during the general session.
- viii. Javier reminded all of the breakout leads need to submit all of their PPT and any material for printing to QuaMarketing two weeks prior to the Summit.
- ix. Videos for the Summit are almost complete. Jose is finalizing the Education and Business video. Javier has scheduled the “Yo Soy Latino” video with James Pernol at DelDOT. Maria Matos and Mary Dupont will schedule dates for James to visit their sites for the video.

- x. Laura provided an update on sponsors. The Commission members thanked Laura for the tremendous job she has done with raising funds for the Latino Summit.
- xi. The members were reminded that most likely the Chase Center will be available the day before the Summit to prep the Venue and perform a dry run of the videos, PPTs, audio check, and music for the event. All members were asked to volunteer in the decorations. Breakout leads need to participate to make sure that their rooms are ready for the day of the event.
- xii. Members asked the breakout session led by Charito to be changed to Political Impact.
- xiii. DLPN will sponsor the networking event at the Latino Summit.
- xiv. Members asked if we can get stats from the Department of Labor on the Latino workforce in Delaware and latest demographics. Givvel will work to get the information and update the stats that were shown in the 2014 Hispanic Public Policy Agenda report by the DHC.
- xv. Rosita mentioned that the App will be ready to go and that all of the Summit information will be available on the app.
- xvi. Members asked that for future planning of the Summit we make sure that it doesn't conflict with major events.

VII. New Business Subcommittee reports – no reports given.

VIII. Motions:

- 1. Sept. 18, 2018 Meeting minutes were approved.
- 2. Members approved \$2,000 donation for the LACC Grand Ball. The monies goes toward early childhood development at the LACC.

IX. Action Items:

- 1. Summit breakout leaders to provide PPTs to QuaMarketing by Mid October.
- 2. Members to follow up on sponsor donations.

- x. **Public Comment** – No public comment.
- xi. **Meeting was adjourned**
- xii. **Next scheduled meeting will be on Nov. 20, 2018 at LegHall from 10am to 12pm**